



**Department of Workforce Services
Utah Office of Child Care
Advisory Committee Meeting
140 E 300 S - Salt Lake City
10:00 a.m. to Noon
Room 211 A & B
March 12, 2003**

AGENDA

Presiding: Roz McGee
Time

Agenda Item

Parliamentarian: Peter Corroon
Presenter

- | | | | |
|-------------------------|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|
| 10:00 a.m. – 10:05 a.m. | 1. | Welcome..... | Roz McGee |
| 10:05 a.m. – 10:15 a.m. | 2. | Approval of past minutes.....
(ACTION ITEM) <ul style="list-style-type: none">• January Full Advisory & Sub-Committee Minutes• February Full Advisory & Sub-Committee Minutes | Roz McGee |
| 10:15 a.m. – 10:45 a.m. | 3. | Sub-Committee Reports:
Data and ResearchIona Thraen
Public Awareness and Marketing.....Peter Corroon
Planning and DevelopmentConnie Saccomanno | |
| 10:45 a.m. – 11:05 a.m. | 4. | Director’s Report..... <ul style="list-style-type: none">• Eligibility Study• State Plan• Foundation• Town Meeting Schedule | Lynette Rasmussen |
| 11:05 a.m. – 11:45 a.m. | 5. | Youth Prevention Grant Program.....
(ACTION ITEM) | Caroline Kueneman |
| 11:45 a.m. – 11:55 a.m. | 6. | Old & New Business, Chair Comments..... <ul style="list-style-type: none">• Membership of Committee | Roz McGee |
| 11:55 a.m. – 12:00 p.m. | 7. | Public Comment | |

ADJOURN

**March 12, 2003
Utah Office of Child Care
Advisory Committee**

(*Denotes Committee member)

Attending:

Richard Starley	*Annabel Sheinberg	Heather Merrill
Lisa Palmer	*Laura Oscarson-Wilde	Diane Wilkinson
Patrice Spiegel	Karen Silver	Leah Schilling
Chris Bray	*Holley Mattson	Erin Trenbeath-Murray
Colleen Fitzgerald	Debra Wynkoop	Carrie Stott
*Jay Butler	Bob Seltzer	*Peter Corroon
Wendy Cope	Amy Hatten	*Roz McGee
Julia Mohr	Bobbie Ikegami	*Lynette Rasmussen
*Judie Erickson	Caroline Kueneman	Christi Christian
Sheila Lewis	Amie Huffman	Gerald Scott Anderson
*Tina Jensen	Ann Stockham	

Excused:

*Elyce Mouskondis	*Iona Thraen	*Connie Saccomanno
*Mark Stimpson	*Karma Arnold	

ITEM 1 - WELCOME – ROZ MCGEE

ITEM 2 - APPROVAL OF PAST MINUTES – JANUARY & FEBRUARY ADVISORY AND SUB-COMMITTEES

MOTION to accept January 8, 2003 Full Advisory and Data & Research Sub-Committee minutes as presented: Annabel Sheinburg

SECOND: Jay Butler

CARRIED

MOTION to accept February 12, 2003 Full Advisory and all Sub-Committee minutes as presented: Jay Butler

SECOND: Judie Erickson

CARRIED

ITEM 3: SUB-COMMITTEE REPORTS - CHAIRS

Data & Research~ Patrice Spiegel

Data Collection:

The Sub-Committee discussed concerns about collecting consistent data from year to year. Patrice used to rely heavily on FACT data (from the Dept. of Health), but that group no longer exists. There needs to be consistent data available from year to year to do a needs assessment. The sub-committee and OCC staff will explore other data sources such as the Governor's Office of Planning and Budget, State Data Center.

Roz asked what the barriers are to collecting consistent data. Patrice attributes it to high staff turnover

and the fact that Census Data reported may change every 10 years.
Roz also asked if there is core data that needs to be tracked. Patrice mentioned child well-being

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measures already collected by Utah Children's Kids Count Project. OCC staff looks at vacancies and slot data, population of children broken out by age group, and number of children with both or only parent in the workforce.

Other information shared:

Karen Silver told the group about a loan forgiveness program in New Jersey. If college students take early childhood courses in college, and commit to providing child care for a certain period of time, they are forgiven a portion of their student loans.

It was suggested to offer child care for parents participating in the Shakespearean Festival. The Child Care Resource & Referral Agency should look into this.

Karen Silver found resources on sick child care services. Go to www.childrenfirst.com

Prevent Blindness group, "Friends for Sight"- they do presentations to child care providers and the children in their care on how to prevent blindness.

Approval regarding Start-Up & Expansion Grants for Centers:

Patrice presented the recommendations made by OCC and the Data & Research Sub-Committee:

Start-Up money will not be offered to centers this year based on vacancy and unemployment rate data (this doesn't shut the door on start-up grants for centers in the future) Start-up monies will be offered to family and family group providers through the Child Care Resource & Referral Agency. Consistent criteria will be developed by OCC and CCR&R.

OCC would like to target money to support existing providers based on recommendations made by the Mills Child Care Workforce Study, focusing on recruitment & retention, provider education, and wages and benefits.

A **MOTION** was made by Peter Corroon to approve the decision to not fund Center Start-Up and Expansion grants this year, and to focus the money on supporting existing providers based on the recommendations made by the Mills study. A needs assessment will be done again to determine if there is a need to fund Start-Up and Expansion grants next year.

SECOND: Jay Butler

CARRIED

Public Awareness & Marketing – Peter Corroon

Van Guard Media Update:

Bob Seltzer gave the group an update on the Care About Child Care Campaign. Radio and TV spots will begin in April. The skit being used is the "Soap Opera" piece.

Towne Meetings:

The Sub-Committee discussed the Provider Towne Meeting schedule. It is suggested that local

legislatures be present at the Towne Meetings and go on tours of child care centers and in home family programs. Roz wanted to stress the importance of getting the legislators to go on the tours. She once heard a legislature mention that he had never been inside a public school. If these tours go well, we should do them again in the fall. The purpose of the Towne Meetings is to get providers to discuss issues in their area and give comments on OCC's Bi-Annual State Plan. Lynette noted that OCC has not received final approval on the legislative tours from Raylene as yet.

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Planning & Development – Annabel Sheinberg

PAA Proposed changes:

OCC has developed a new Provider Achievement Award Program. A survey was sent to providers asking for comments on the new program. Teresa shared the survey results with the Sub-Committee. Teresa shared a second option for the PAA program that was developed by OCC based on concerns from the providers and the CCRR Directors that the process needed to be simplified and streamlined with the Quality Improvement Grant program. This option will be discussed further at April's Planning & Development Subcommittee meeting and presented at the Provider Towne Meetings for comments. Teresa asked Lisa Palmer, who joined the meeting via teleconference and was asked by Johnny Anderson to represent UPCCA, if she had any input. Lisa said that the proposed changes sound good and that a support group would be fabulous. Lisa also commented about the Quality Improvement RFG. She said that she found it difficult but it was a good experience and everyone should learn how to do it.

ITEM 4: DIRECTOR'S REPORT – LYNETTE

Eligibility Study:

OCC has created a group to help study the payment to parent system. The group will research ways to modify the program to make the application and payment process more consistent with other programs offered by DWS and to simplify the process for parents and providers. The first meeting is scheduled for March 27th. The first phase of this study will be to create a plan: what the new process will look like. The second phase is implementation of the plan. This will include policy and rule changes, technical and computer re-programming, legislative approval, and public hearings. We would like to have a pilot ready to go by October. The progress of this study will be reported every month in the Director's report.

State Plan and Provider Towne Meetings:

The state plan is Bi-annual. It is due this year on July 1st. OCC will be holding Towne Meetings to present out State Plan to providers and the general public. Towne Meetings will be advertised in the OCC Newsletter and postcards will be sent to providers.

501 (c) (3) Foundation:

With the passing of SB11, we now have a 501 (c) (3) Foundation. The Advisory Committee will make recommendations as to how this money is used. OCC will write an RFP to hire a consultant to create this foundation and a process and system of by-laws and rules. We want to involve the State Treasurer's Office to keep everything very squeaky clean. The RFP will be a 2-year contract. The first year will be planning and the 2nd year will be implementing.

Desired Skills: experience in organizing non-profit agencies, and working with State Agencies.

Lynette will ask Advisory Committee Members to be on the review committee for this RFP.

Washington DC trip:

Lynette shared a list of child care legislation that is in the system in congress.

She pointed out H.R.4: Personal Responsibility, Work, and Family Promotion Act. This has passed the house and is being heavily reviewed by the Senate as they prepare their bill.

Many states have trouble drawing down match. There is talk of creating a bill that would hold states harmless and allow them to draw down all available funds for 2 to 3 years. We're hoping child care re-authorization and Head Start re-authorization will be completed by Memorial Day.

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Professional Development Conference:

Co-sponsored by OCC and all of the Provider Associations. Dave Pelzer, author of *A Boy Called It* will be the Keynote speaker. There will be Make-n-Takes to do as the last session of the conference. There is an awards dinner on Friday that is free for providers who have a Career Ladder Level. There will be awards given to child care providers who are nominated by their peers. The conference is May 30th and 31st at the South Towne Expo Center in Sandy. We are trying to team up with Channel 5 to host the Friday night Dinner. This is a collaborative effort that has never been done before. This conference is not taking the place of any association's regular conference.

Provider Associations participating:

- The Utah Association for the Education of Young Children (UAEYC)
- The Utah Association of Child Care Resource & Referral Agencies (UACCRRA)
- The Utah Head Start Association
- The Utah Private Child Care Association (UPCCA)
- The Utah Professional Family Child Care Association (PFCCA)
- The Utah School Age Care Alliance (USACA)

ITEM 5 - YOUTH PREVENTION GRANT PROGRAM – CAROLINE KUENEMAN

The Planning & Development Sub-Committee met three times to help Caroline shape the grant. There was a broad representation of viewpoints at the meetings.

The money being used for this grant program is coming from the Community Youth and Crime Prevention Funds. These funds are state general funds.

Caroline read the final recommendations made by the Sub-Committee regarding the grant.

A **MOTION** was made by Annabel Sheinberg to approve all recommendations, as an omnibus motion, made by the Sub-Committee as presented.

SECOND: Peter Corroon

CARRIED

Comments:

Karen Silver asked about recommendation #6: the grant fund programs who serve ages through high school. OCC statute says that the office will serve ages up to age 12 and children with disabilities up to age 18. Is the office going to come under scrutiny for funding older children? Caroline said that some programs are not defined as "child care" but youth enhancement programs and are not required to be licensed and do not fall under the OCC definition. Other programs by be "child care" programs and will follow DOH licensing rules.

The total budget for this funding is \$450,000.

There are not specific risk factors (recommendation #2) that will be looked for. Caroline wanted to leave that open for each program to decide themselves. Examples include: low-income, English as a second language, special needs, etc.

The grant will be available for application in April. Review will be in June. Caroline asks that Advisory Committee members volunteer to review the grant proposals.

ITEM 6 - OLD / NEW BUSINESS CHAIR COMMENTS – ROZ MCGEE

New Advisory Committee Members:

HB 11 expanded the Advisory Committee. There is a handout showing which slots are open to new members. Lynette has sent letters to Board Presidents asking them to appoint a person to represent their March 12, 2003 – OCC Advisory Committee

organization. We hope to know who the new members are by May so that we can train them and have them with us at the June Retreat. We want to stagger the terms so that 11 expire in 2005 and 11 expire in 2007.

A new Chair will replace Elyce. Raylene Ireland needs to appoint the new chair.

The State pays a Per Diem for members to participate in the Advisory Committee. State Employees are not eligible to receive the per diem, but all others are.

Roz wanted to express that the Advisory Committee will be doubling in size and that it is important for the current Advisory Members to welcome and help train the new members. This Advisory Board is very important and valuable to the work of the Office of Child Care. Lynette agreed.

ITEM 7 - PUBLIC COMMENT

ADA and Child Care – Karen Silver:

Karen provided OCC with a packet that addresses questions providers might have regarding policy of caring for children with disabilities. Contact OCC for a copy.

Licensing update – Deb Wynkoop:

There were 721 family providers licensed or residentially certified last year; 450 closed. So far this year, 253 are somewhere in the process of being licensed or residentially certified. 50% of providers are non-English speaking. The Bureau is trying to maintain caseload throughout the state. If you would like to know the caseload by region, contact her for that information.

The 73rd item on the Master Resolution List is to study the licensing regulation process, complaint policy, and appeals process. Deb will be involved in that.

The 211th item will have an impact on regulatory functions: confidential information, anonymous issues, etc.

Lynette would like to have a licensing update every meeting as a standing item. Deb agreed.

Head Start – Erin Trenbeath-Murray:

Head Start is in serious crisis mode and doesn't know how much longer they will exist in the capacity they are now. Erin is holding an information meeting in April to discuss strategy and is inviting

everyone to attend.

Is It Good for the Children? – Chris Bray:

There is a state that is doing a campaign that asks, “Is it good for the children?” They have been very successful in educating parents and the legislature and would like other states to adopt this campaign.

After-School Program Report Card- Bobbie Ikagami:

Bobbie would like to share the Salt Lake School District After School Program Report Card. They are very proud of the success that the programs have had.

ADJOURNED

NEXT MEETING

April 9, 2003